

## ASSISTANT GOLF COURSE SUPERINTENDENT

### NATURE OF WORK

This is skilled supervisory work directing and participating in the work of employees involved in the care and maintenance of the City's public golf courses.

Work involves responsibility for supervising the care and maintenance of a 9-hole golf course, or for assisting the Golf Course Superintendent with the care and maintenance of an 18-hole golf course, including the irrigation and allied systems. Work also involves responsibility for supervising employees engaged in general labor and all levels of equipment operations in all types of work, and for assuming responsibility for obtaining effective and efficient performance of the tasks. Work may include the operation of tractors, mowers and other mechanized equipment. An employee in this class uses independent judgment with work decisions made in accordance with established departmental policies and procedures. Work is inspected while in progress and reviewed upon completion for results obtained by a technical or an administrative supervisor.

### EXAMPLES OF WORK PERFORMED

Observes condition of golf course on a regular basis; assists in scheduling mowing, water application, fertilization, pesticide application, turf repair and general maintenance of rough, greens, tees and fairways.

Supervises and participates in preventative maintenance on equipment; supervises and assists in repairing and overhauling equipment as needed.

Maintains records involving pesticide application, fuel use, equipment maintenance and inventory of chemicals, parts and tools.

Supervises and participates in the operation of tractors, mowers, sprayers and other mechanized equipment.

Checks and maintains irrigation system on golf course; supervises and assists in making repairs to the irrigation system.

Trains subordinate employees in the operation and maintenance of equipment and safety rules.

Performs related work as required.

### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of current golf course maintenance and construction practices and procedures.

Knowledge of the care and maintenance of grass greens.

Knowledge of turf diseases and the chemicals and methods used to control them.

Knowledge of the uses and operating methods of equipment and tools used in golf course maintenance.

Knowledge of the occupational hazards involved in the various types of work performed and of appropriate safety and precautionary measures required.

Ability to plan, assign and supervise the work of a small group of subordinate employees.

Ability to operate a personal computer using program applications appropriate to assigned duties and responsibilities.

Ability to train workers in the use and operation of equipment and tools as well as appropriate safety procedures.

Ability to understand and carry out both oral and written instructions.

Ability to establish and maintain effective working relationships with subordinates, coworkers and the general public.

Skill in the use of equipment and tools utilized in golf course maintenance.

#### DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent and experience in the maintenance of golf course grass, greens and fairways plus experience in a supervisory capacity.

#### MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent with experience in construction, repair and maintenance work and some experience in the supervision of employees engaged in manual labor; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

#### NECESSARY SPECIAL REQUIREMENT

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

Possession and maintenance of a Nebraska Certified Pesticide Applicator's license within six months of assignment to this classification.

Approved by: \_\_\_\_\_  
Department Head

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Personnel Director

6/92  
Revised: 11/2004

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